



City of Seattle

Gregory J. Nickels, Mayor
Department of Planning and Development
D. M. Sugimura, Director

SHORT SUBDIVISION – REVIEW CHECK LIST AND DECISION

Application Number: 2404876
Applicant Name: Alex Rolluda
Address of Proposal: 3901 S. Sullivan St.

SUMMARY OF PROPOSED ACTION

Master use permit to subdivide two parcels into three parcels of land. Proposed parcel sizes are: A) 5,512 sq. ft., B) 5,154 Sq. ft. and C) 5,000 sq. ft. The existing single-family residences are to remain.

The following approval is required:

Short Subdivision - to subdivide one existing parcel into two parcels.
(Chapter 23.24, Seattle Municipal Code).

SEPA DETERMINATION: ☒ Exempt ☐ DNS ☐ MDNS ☐ EIS
 ☐ DNS with conditions
 ☐ DNS involving non-exempt grading or demolition or
 involving another agency with jurisdiction

BACKGROUND DATA

Site & Area Description

The subject site is located on the corner of 39th Avenue S. and S. Sullivan St. in the Beacon Hill neighborhood of Seattle. The total existing lot area is approximately 15,665 square feet with one existing single-family structure on each site. The zoning for this site is Single-family with a minimum lot size of 5000 (SF5000).

Zoning in the vicinity is predominately Single-family with minimum lot sizes of 5000 sq. ft. South Sullivan Street is a two-lane paved street without sidewalks, curbs and gutters on both sides.

Parcels A and B, together, have approximately 113-feet of street frontage along S. Sullivan St and Parcel A has approximately 138.10-feet of street frontage on 39th Avenue S. with a 10-foot wide Private Driveway Easement along the south 46-feet for Vehicular access to Parcel C. There is a 15-foot undeveloped alley adjacent to the south property lines of Parcels A and C. Vehicular access will be from S. Sullivan St. for Parcels A and B. Site vegetation includes grass, shrubs and trees.

Proposal

The proposal is to subdivide two parcels of land into three parcels. Proposed parcel areas are indicated in the summary above. Parking for the existing houses on Parcels A and B will be located in attached, garages. A 10-foot wide Private Driveway Easement along the south 46-feet of Parcel A and adjacent to 39th Avenue S. is for Vehicular access to Parcel C.

Public Comment:

The public comment period for the proposed project ended on November 3, 2004 and no comment letters were received.

PLAN REVIEW – SHORT SUBDIVISION

SMC 23.24.020 Content of application.

Applications for approval of a short subdivision shall include the following:

- A. ☒ Plat of the proposed short subdivision containing standard survey data;
- B. ☒ Vicinity map on which shall be indicated the property to be subdivided;
- C. ☒ Plot plan, as appropriate, showing the location and dimensions of existing buildings in relation to the proposed short subdivision;
- D. ☒ Legal descriptions of the property to be subdivided and of all proposed lots or divisions;
- E. ☒ Name and address of owner(s) of the tract;
- F. ☒ Location of existing roadways, sanitary sewer, storm drain and water main, if any, together with proposed street improvements; and
- G. ☒ Specific location and description of all trees at least six (6) inches in diameter measured four and one-half (4 ½) feet above the ground, with species indicated.

SMC 23.24.030 Content of short subdivision.

- A. Every short plat of a short subdivision filed for record must contain:
 - 1. ☒ A certificate giving a full correct description of the lands divided as they appear on the short plat, including a statement that the short subdivision has been made with the free consent and in accordance with the desires of the owner or owners.
 - 2. ☐ If the short plat includes a dedication, the certificate or a separate written instrument of dedication shall contain the dedication of all streets and other areas to the public, an individual or individuals, religious society or societies or to any corporation, public or private, as shown on the short plat and a waiver of all claims for damages against any governmental authority which may be occasioned to the adjacent land by the established construction, drainage and maintenance of the road.

- 3. ☐ Roads not dedicated to the public must be clearly marked on the face of the short plat.
- 4. ☐ All short plats containing a proposed dedication must be accompanied by a title report confirming that the title of the lands as described and shown on the short plat is in the name of the owner signing the certificate or instrument of dedication.
- B. ☐ The certificate and instrument of dedication shall be signed and acknowledged before a notary public by all parties having any ownership interest in the land subdivided and shall be recorded as part of the final plat. Any dedication, donation, or grant as shown on the face of the short plat shall be considered to all intents and purposes as a quitclaim deed to the donee or donees, grantee or grantees for his, her or their use for the purpose intended by the donors or grantors.

SMC 23.24.035 Access.

- A. ☒ Every short plat shall include adequate provision for dedication of drainage ways, streets, alleys, easements, slope rights, parks and other public open spaces for general purposes as may be required to protect the public health, safety and welfare.
- B. ☐ Protective improvements and easements to maintain the improvements shall be dedicated at the discretion of the City.
- C. ☐ Convenient pedestrian and vehicular access to every lot by way of a dedicated street or permanent appurtenant easement shall be required.
- D. ☒ Access to new lots shall be from a dedicated street, unless the Director determines that the following conditions exist, and permits access by a permanent private easement:
 - 1. ☐ Access by easement would not compromise the goals of the Land Use Code to provide for adequate light, air and usable open space between structures; and
 - 2. ☐ The dedication and improvement of a street is not necessary or desirable to facilitate adequate water supply for domestic water purposes or for fire protection, or to facilitate adequate storm drainage; and
 - 3. ☐ The dedication and improvement of a street is not necessary or desirable in order to provide on-street parking for overflow conditions; and
 - 4. ☐ No potential safety hazards would result from multiple access points between existing and future developments onto a roadway without curbs and with limited sight lines; and
 - 5. ☐ There is identifiable access for the public and for emergency vehicles; and

6. ☐ There is no potential for extending the street system.
- E. ☒ Dedicated streets and alleys shall meet the requirements of Chapter [23.53](#) and the Street Improvement Manual. Easements shall meet the requirements of Section [23.53.025](#).

CRITERIA REVIEW – SHORT SUBDIVISION

- A. The Director shall, after conferring with appropriate officials, use the following criteria to determine whether to grant, condition or deny a short plat.
1. Conformance to the applicable Land Use Code provisions (including street improvement requirements);
- ☒ Zoning review approved.
- ☒ Development standards of underlying zone (including Overlays).
- ☒ Chapter [23.53](#) Streets and Alleys
- ☒ Chapter [23.54](#) Parking and Access
- ☐ Zoning review approved with conditions or corrections.
2. Adequacy of access for vehicles, utilities and fire protection, as provided in Section [23.53.005](#);
- ☒ Fire Marshal's Office approved.
- ☐ Fire Marshal's Office approved with conditions.
- ☐ Seattle City Light review approved.
- ☒ Seattle City Light requires easement.
3. Adequacy of drainage, water supply, and sanitary sewage disposal;
- ☒ Drainage review approved.
- ☐ Drainage review approved with conditions.
- ☒ Seattle Public Utilities Water Availability Certificate (WAC 2004-0612) approved.
- ☐ Seattle Public Utilities requirements for WAC approval.
- Short Plat must be approved and addresses assigned by DPD Prior to ordering meters.**
4. Whether the public use and interests are served by permitting the proposed division of land;
- ☐ Department of Parks and Recreation approved.
- ☐ Department of Parks and Recreation approved with conditions.
- ☐ Department of Neighborhoods (landmark sites or Districts) approved.
- ☐ Department of Neighborhoods (landmark sites or Districts) approved with conditions.

- ☐ Building Plans Examiner review and approval.
 - ☐ Building Plans Examiner approval with conditions.
 - ☒ The proposal meets all applicable criteria for approval of a short plat as discussed in the analysis and decision, therefore meets this criterion.
5. Conformance to the applicable provisions of SMC Section [25.09.240](#) , short subdivision and subdivisions in environmentally critical areas;
- ☒ Site not located in a riparian corridor buffer, wetland, wetland buffer or steep slope.
 - ☐ Site exempt from ECA Ordinance (SMC [25.09.040](#))
6. Is designed to maximize the retention of existing trees;
- ☒ Site does not contain trees at least 6-inches in diameter measured 4-½ feet above the ground.
 - ☒ Site does not contain Exceptional Trees as defined in Director's Rule [6-2001](#).
 - ☐ The short subdivision meets the applicable provisions of SMC [25.11](#).
 - ☐ A tree preservation plan is required.

SMC 23.24.060 Redivision procedure.

- ☒ Within a five (5) year period following the filing of a short subdivision in accordance with the provisions of Chapter [23.22](#), property within that short subdivision may not be further divided through the short subdivision process if it would result in more than a total of nine (9) lots. However, any revision of the lot lines of an approved short subdivision in which the total number of lots is not increased shall not be considered a further division, and shall be approved or disapproved in the manner prescribed in Chapter [23.28](#).

DECISION – SHORT PLAT: CONDITIONALLY APPROVED

CONDITIONS – SHORT PLAT:

Conditions of Approval Prior to Recording

The owner(s) and/or responsible party(s) shall:

1. Have final recording documents prepared by or under the supervision of a Washington State licensed land surveyor. Each lot, parcel or tract created by the short subdivision shall be surveyed in accordance with appropriate State statutes. The property corners set shall be identified on the plat and encroachments such as side yard easements, fences or structures shall be shown. All existing structures shall be shown on the face of the plat, and their distances to the property lines dimensioned. Lot areas shall be shown on the plat. The short plat drawing, shall be stamped by a licensed surveyor.

2. Add the conditions of approval to the face of the plat, or on an additional page if needed. If the conditions are on a separate page, insert on the plat:

“For conditions of approval after recording, see Page ____ of ____.” (If necessary, renumber the pages).

3. Outline on the face of the short plat: the legal descriptions for the existing and proposed lots; the location of the existing utility lines on the face of the plat; all ingress and egress and utilities easements. If, a utility, easement is required by Seattle City Light, then the easement in its entirety (typically referred to as “Easement A”) shall be shown on the face of the plat.
4. Submit the final recording forms and fee.

After Recording and Prior to Issuance of a Building Permit on Parcel B

The owner(s) and/or responsible party(s) shall:

1. Attach a copy of the recorded short plat to all building permit plan sets.
2. Submit a standard drainage control plan for the Department of Planning and Development review.
3. Remove the aluminum canopy over the concrete patio on Parcel B.
4. Add to the face of the plat a covenant or easement to allow for the proper posting of the address for Parcel C, per the Seattle Building Code.
5. Remove metal shed on Parcel C prior to separate sale of Parcel C from Parcel A and Parcel B or incorporate the metal shed in the construction proposal for Parcel C.

Signature: (signature on file) Date: March 10, 2005
Joan S. Carson, Land Use Planner II
Department of Planning and Development
Land Use Services